

SECTION 4: LIEN HOLDER INFORMATION

Lien Holder Information
☐ Lien Holder should not be listed on title
☒ Lien Holder should be listed on title
Secured Party #
[Secured Party Number Tips](#)

☐ Financing Pending

- If there is not a Lien Holder, the corresponding box must be checked to continue.
- If there is a Lien Holder, select the box labeled: Lien Holder should be listed on title.
 - Enter the Secured Party number
- Select **LienHolder Search** if you need to search for the number
- Click on **Secured Party Number Tips** to view a reference sheet
- If you still cannot find the correct number, select **Request Secured Party #** to send a request to DMV. Responses will be sent via email within 24 hours.
- If the loan information is pending, you may select the Finance Pending checkbox. This will add a “Finance Pending” placeholder in lieu of the lien.
 - A \$4 loan-filing fee will be added to ensure proper fees are collected.
 - An error message will appear if attempting to complete the transaction with Finance Pending. The transaction should be pended until finance information can be obtained.
 - When completing the transaction, enter the new secured party number and continue processing.

Select **NEXT**

LIEN HOLDER SEARCH

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Lien Holder Search: Select this button if you do not know the Secured Party #.

Search by Non Individual Legal Name-

(Search Hint: The fewer letters you type in Non Individual Legal Name, the more options you will get for the name results. Example: bu for buffalo.) Adding zip code will narrow down the search to name results in that zip code area.

Non Individual Legal Name: >
Zip Code:

Results :

Highlight desired Name appearing in Results box and press Select button.

Enter the search criteria, including zip code, and select SEARCH.

SECURED PARTY SEACRH RESULTS

Search by Non Individual Legal Name-

(Search Hint: The fewer letters you type in Non Individual Legal Name, the more options you will get for the name results. Example: bu for buffalo.) Adding zip code will narrow down the search to name results in that zip code area.

Non Individual Legal Name: >
Zip Code:

Results :

00044722 - VW CREDIT INC - 1401 FRANKLIN BLVD / LIBERTYVILLE / IL 60048

Highlight desired Name appearing in Results box and press Select button.

Highlight the correct Secured Party and press **SELECT** button. If you are unable to find the correct Secured Party #, try altering the search criteria.

If you are still unable to find the correct Secured Party #, click on **Secured Party Number Tips** to view a reference guide:

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REQUEST SECURED PARTY NUMBER

If you are still unable to find the correct SP#, select the **Request Secured Party #** button.

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Request for Secured Party application
Please provide the complete name, address and telephone number of the lender. DMV Vehicle Records will respond within 1 business day via email response.

Lender Name	<input type="text"/>
Mailing Address	<input type="text"/>
City, State, Zip Code	<input type="text"/>
Lender Phone Number	<input type="text"/>
Dealer Phone Number	<input type="text"/>
Dealer Contact Name	<input type="text"/>
Dealer Email Address	<input type="text"/>

You can send a request to DMV to provide a Secured Party number. Complete all fields and then select the **Send Request** button.

DMV will respond to Secured Party requests within one business day. The Secured Party number will be returned via email response.